

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, November 7, 2016**

MINUTES

1. Call to order

The November 7, 2016 regular meeting of the Village Board of Trustees was called to order at 6:30 p.m. by Village President Jack Henrich.

2. Determination of quorum and that the agenda was properly posted.

It was determined that there was a quorum of members present and that the agenda was properly posted. Village Board members present were: Troy Allen, Jack Henrich, Alex Jushchyshyn, Jennifer Pickel, Harvey Potter, John Williams. Absent and excused was Kyle Broom. Staff present were Village Clerk Lisa Kalata, Administrator Matt Giese, Village Planner Erin Ruth, Village Treasurer Deb Winter, Director of Public Works and Utilities JJ Larson, and Village Attorney Leighton Boushea.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – *Public's opportunity to speak about any subject that is not a specific agenda item.*

Harvey Potter wanted to thank the Community of Cottage Grove for supporting the St. Jude charity drive at Stop-n-Go there was \$1,600 raised from this community.

5. Discuss and consider the minutes of the regular Village Board meeting of October 17, 2016 and October 24, 2016.

Motion by Allen to approve the minutes of the regular Village Board meeting of October 17, 2016, seconded by Potter. **Motion** carried with a voice vote of 6-0-0.

Motion by Jushchyshyn to approve the minutes of the Village Board 2017 Budget Workshop of October 24, 2016, seconded by Allen. **Motion** carried with a voice vote of 6-0-0.

6. Presentations to the Board

a. Presentation by Monona State Bank regarding Christmas in the Grove

Amy Bauer branch manager was present to explain the events planned for Christmas in the Grove. The event will be December 2nd and 3rd this year. The parade will be at 7:00 p.m. on Friday, with the Christmas tree lighting to follow.

7. New Business

a. Discuss and consider operator's license application for Kady Wolfe

Motion by Pickel to approve the operator's license application for Kady Wolfe, seconded by Henrich.

Motion carried with a voice vote of 6-0-0.

8. Unfinished Business

a. Discuss and consider DaneCom agreement

Motion by Henrich to table item 8a. until the November 21, 2016 board meeting, seconded by Pickel.

Motion carried with a voice vote of 6-0-0.

9. Reports from Village Boards, Commissions & Committees

a. Parks, Recreation & Forestry Committee

Pickel reported that they met on October 19, 2016 and that the Eagle Scout project of Griff Haase is completed. Sean and Reese attend a conference and came back with great tips for the department. The Zombie run was a success. Reese was also voted 2016 Young Professional of the Year.

b. Deer-Grove EMS Committee

Potter reported that the run fees are over the budgeted amount through September but they are still down over all from last year. They are working on a personnel handbook. The purchase agreements have been signed for the new ambulances. The discussion is still on going with Marshall Area for EMS services and Cambridge is now interested in EMS services also.

c. Law Enforcement Committee

Henrich reported that there was not a quorum at the last meeting.

d. Plan Commission

Henrich reported that the meeting was very interesting, Summit Credit Union presented the concept plan for a future building in Commerce Park. Ruth explained it will be a six store building with 120,000

square feet and will be their corporate headquarters for 250 employees. The Plan Commission was very responsive to the plan; it is a good project.

e. Public Works & Properties Committee

Jushchyshyn reported that MSA is still working on the final plan for the Seldal Plat project. There will be a joint meeting with Utility Commission on December 7, 2016 and the public hearing for the Seldal Plat project.

f. Emergency Government Committee

Allen reported that they had a mock table top exercise with Hydrite. It was a very detailed in depth four-hour training. The next meeting will not be until January 4, 2017.

10. Reports from Village Officers:

a. Troy Allen-Reminder to Vote

b. Kyle Broom-Absent

c. Alex Jushchyshyn-None

d. Jennifer Pickel

i. update of current activities involving the Monona Grove School District.

Shout out to a successful fall sport session, football is still in the playoffs, Cross Country went to state and Volleyball was successful as well. The Police Department handed out candy throughout the neighborhoods on Halloween, it was nice to see them out. The Gala for Monona Grove School District was a success as well, \$13,000 was raised for school programs.

e. Harvey Potter- None

f. John Williams -The Police Department did a great job with directing traffic for the Girls on a Run 5-K event.

g. Jack Henrich- The Police Department, Matt and staff did a great job resolving a property issue this week. The staff has also done a great job with early voting.

h. Attorney Lee Boushea- At the Plan Commission meeting there were four trustees that attend as well. We do try to plan on this, but if you could call Lisa to let her know if you plan to attend a meeting that you are not part of the committee, we can get an agenda posted as well.

i. Administrator Matt Giese- I apologize that the meeting is not being recorded, we will get a notice on the website for the public.

j. Director of Planning and Development Erin Ruth- The first draft of the community videos from CGI have been reviewed and look good. The DOT will be holding public meetings on the I94 project on November 15, 2016 at the Southwest Regional office and November 26, 2016 in Poynette.

k. Chief Layber- Officer Jeffers handed out candy for Halloween and Chief Layber on their own time and expense. The department did alcohol compliance checks this past weekend and only one violation was cited.

11. Communications and Miscellaneous Business

a. Consider approval of vouchers

Motion by Pickel to approve the Village portion of the vouchers in the amount of \$133,655.80, seconded by Allen. The check sequence goes from check #41310 to check #41396. **Motion** carried with a voice vote of 6-0-0.

b. Correspondence-None

c. Future agenda items

Dane Com

12. Closed Session: The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session; negotiate terms for potential development in Commerce Park with Summit Credit Union and Landmark Corporation.

Motion by Henrich to enter into closed session at 7:21 p.m., seconded by Pickel. Motion carried with a roll call vote of 6-0-0.

13. Reconvene into open session and possible consideration of closed session items.

Motion by Pickel to reconvene to open session at 8:12 p.m., seconded by Jushchyshyn. **Motion** carried with a roll call vote of 6-0-0. No action was taken at this time.

14. Adjournment

Motion by Juschchyshyn to adjourn at 8:13 p.m., seconded by Allen. **Motion** carried with a voice vote of 6-0-0.

Lisa Kalata, Clerk

Village of Cottage Grove

Approved: November 21, 2016

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.